

1. Self-editing is the process of correcting your own literary work before submitting it to a professional editor

the importance of self-editing:

a publisher will not accept a submission that has not been self-edited

a self-published story that is poorly edited will give you a bad reputation as a writer

it is important to put your completed story away after writing it

one of the first steps in self-editing is making sure the central theme is obvious

Does the reader know what I'm trying to get across?

Has the story maintained continuity?

Do reason and logic prevail?

active vs. passive voice

active voice allows the reader to actually *picture* the action happening

passive voice only *suggests* that an action might have taken place

active voice is preferred over passive voice most of the time, especially when an action scene is taking place

sometimes a suggested action (passive voice) can be more appropriate—to set a mood, for instance

show & tell

more action takes place when *showing* something, especially during dialogue

readers want to be swept up and dropped smack-dab into the center of the action

telling is basically narration.

readers don't simply want to be told what the characters are going through